



Steering Group: Terms of Reference

Purpose

The purpose of the Healthy & Safe Places for All Strategic Steering Group is to provide oversight and steer for the delivery of the Growth Board's Mission of "By 2040, Hertfordshire's residents and communities will benefit from neighbourhoods that are designed and regenerated with physical health, mental wellbeing, safety and social connectedness at the heart". It will liaise with all relevant agencies which have a statutory or business role in delivering healthy and safe places in the county.

Strategic Goals

The strategic goals of the Healthy & Safe Places for All Steering Group are set out in the Hertfordshire Growth Board Vision and Missions as agreed in January 2024:

1. Improve and regenerate existing places and design and deliver new housing developments to enable residents to lead healthier lifestyles, have good physical and mental health, and feel safe.
2. Ensure that plans for regeneration and housing growth promote enhanced access to green spaces and community facilities including sport and recreation, and support walking and cycling.
3. Target health inequalities faced by particular groups and communities through local plan policy and local health initiatives.
4. Ensure there is a strategic and collaborative approach to the development of new and existing health facilities in Hertfordshire that supports residents to lead healthier lifestyles.
5. Ensure the health and care services needed to support existing and new communities are identified and built into local plans.



Membership

Table 1 identifies members/officers and roles of the Strategic Steering Group for 2024/25:

Paul Burstow	Chair of the Hertfordshire and West Essex ICB, Chair
Donna Nolan	Chief Executive, Watford Borough Council, Lead Chief Executive Officer for the Mission
Sarah Perman	Director of Public Health, HCC
Victoria Leitner	Strategic Lead, Healthy Place, Public Health, HCC, Supporting Mission Delivery Group
Hollie Rawlings	Healthy Place, Public Health, HCC, Supporting Mission Delivery Group
Cllr Sarah Nelmes	Deputy Leader, Three Rivers District Council
Ben Martin	Associate Director of Planning, Infrastructure and Economy, Watford Borough Council, Supporting Mission Delivery Group
Matt Wilson	Welwyn Hatfield Borough Council, Chair of the Herts Planning Group - Local Plans, Supporting Mission Delivery Group
Sharn Elton	Place Director, East and North Hertfordshire Health and Care Partnership
Laura Bell	Interim Place Director, South and West Hertfordshire Health and Care Partnership
Rachael Donovan	Town Planning Policy Manager, Hertfordshire & West Essex ICB, Supporting Mission Delivery Group
Toni Coles	Place Director West Essex Health and Care Partnership
Ian Tompkins	Programme Director Levelling Up and Partnerships West Essex Health & Care Partnership
Caitlin Blumgart	OPPC Policy and Partnerships Manager
Rhiannon Sawyer	OPPC Director of Strategy
Dr Charmagne Barnes	Pro Vice-Chancellor Education and Student Experience, University of Hertfordshire
Dr Simon Aulton	VCFSE Alliance and CEO of Community Action Dacorum
Forogh Rahmani	Director of Hertfordshire Growth, Hertfordshire Growth Board
Sarah McLaughlin	Head of Growth & Infrastructure, HCC
Brenda Harris	HGB Programme Manager, Supporting Mission Delivery Group

Role of Chair

- The role of Chair shall be reviewed every two years in agreement with the Steering Group and HGB.
- The Chair is to be nominated by the Steering Group and approved at HGB.



Representation from other public, private or voluntary organisations, such as those below will be invited to attend as and when appropriate:

1. District/ Boroughs/ County Council
2. NHS
3. PCC
4. Businesses where relevant/ appropriate
5. Voluntary Community Sector

Frequency

The Healthy and Safe Places for All Strategic Steering Group will meet every quarter initially, and if possible, prior to HGB. This frequency will be reviewed once the Group and work programme are established.

Governance arrangements

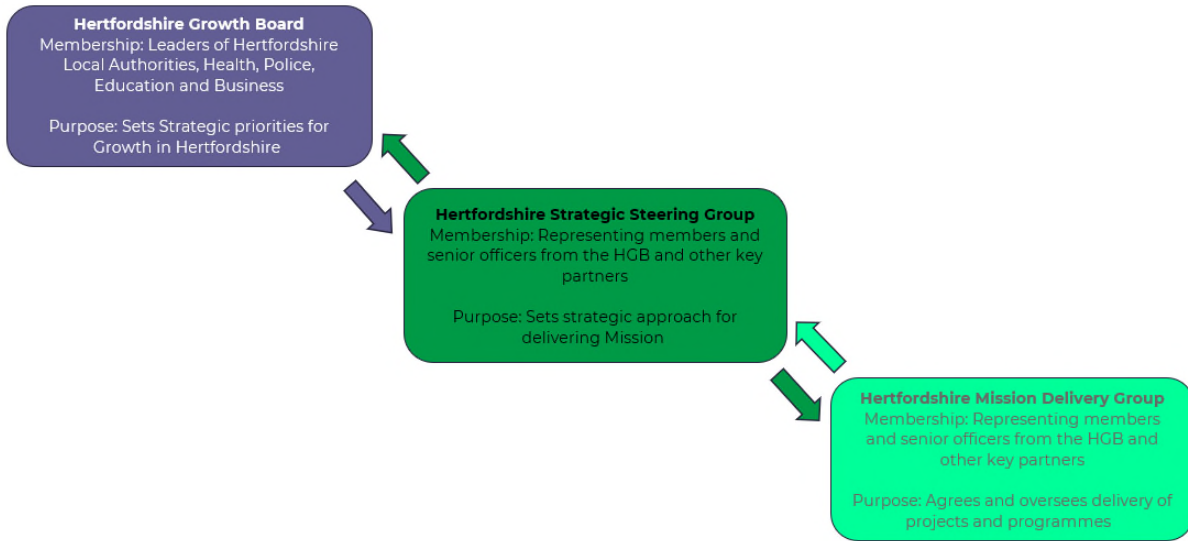
The Healthy & Safe Places for All Strategic Steering Group identifies and steers the strategic priorities and oversees the delivery of projects and outcomes for this Mission. It is not a decision-making body and any decisions relating to the delivery of projects and spend will be subject to the relevant HGB member authority's governance arrangements.

The Steering group is expected to provide updates on progress every 6 months to the Hertfordshire Growth Board and provide an annual presentation (Mission deep dive) detailing priorities, progress, and challenges.

Delivery of projects and programmes related to this mission will be co-ordinated and managed by the Mission Delivery Group (supporting officers). The Mission Delivery Group will provide updates to the Steering Group, as well as escalate any issues which require strategic oversight.



The diagram below demonstrates these arrangements.



Budget

In respect of financial matters, a local authority member of the steering group will act as the accountable body and its financial procedures will apply in this context. For any funding allocated to the Steering Group by Hertfordshire Growth Board, financial and performance information will need to be reported to the Board on a six monthly basis.

Review

A review of these terms of reference will be undertaken in July 2025.